

EQUIPMENT MECHANIC

DEFINITION

To perform responsible skilled mechanical diagnostic and repair work on a wide variety of automobiles, trucks, heavy equipment, parks equipment and portable equipment; and perform related work as assigned.

DISTINGUISHING CHARACTERISTICS

This is the full journey level class in the Equipment Mechanic series and has the ability to perform the full range of duties assigned with only occasional instruction or assistance as unique situations arise. This class is distinguished from the Senior Equipment Mechanic in that the latter performs advanced journey level work and/or provides technical and functional guidance over assigned staff.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from an assigned supervisor.

May exercise technical and functional guidance over less experience staff.

ESSENTIAL FUNCTIONS – Functions may include, but are not limited to, the following:

Diagnose, overhaul, repair and maintain a wide variety of trucks and heavy equipment and their component systems and computerized automotive systems.

Troubleshoot and diagnose operating problems; remove, overhaul, repair, replace and test assigned equipment.

Overhaul, repair, and adjust engines, transmissions, clutches, differentials, carburetors, generators and pumps; fits and adjusts bearings; installs axles; fits pistons and rings; straightens and aligns frames; welding.

Install and recondition electrical systems, spark plugs, distributors, condensers, points and rotors; tests and relines and adjusts brakes.

Operate motor equipment in connection with repair and servicing.

Use and maintain a complete set of hand, power and shop tools and test equipment related to the work.

Operates a variety of vehicles and equipment in performing and testing assigned work.

Estimate parts and materials required for the work; requisitions or orders replacement parts as necessary.

Recommend contract work as required.

Observe safe work methods and utilizes safety equipment related to the work.

Read and interprets schematics, shop manuals, blueprints and plans in performing work assignments.

Provide technical assistance to other employees in performing work assignment.

Prepare and maintain a variety of logs, records and reports of work performed; complete forms as necessary; make oral reports as necessary.

Respond to emergency situations as required; perform fieldwork as assigned.

Assist in the development of specifications for new equipment; recommends modification and repairs to existing equipment.

Stay abreast of current technology in the mechanical field.

Keep work related records using a computer.

Operate City vehicles and equipment skillfully and safely.

Respond to questions or complaints from the public.

Build and maintain positive working relationships with co-workers, other City employees and the public using principles of good customer services.

Perform other related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

Practices, techniques, materials, tools and equipment used in the diagnosis, repair and modification of a wide variety of mechanical equipment including automobiles, trucks, heavy equipment, and their component systems, including computer systems

Preventive maintenance practices and techniques.

Shop mathematics.

Rigging principles and practices used in handling heavy objects.

Pertinent rules, laws, and policies related to area of assignment.

Safe work methods and safety regulations pertaining to the work, including the use of personal protective equipment.

Computer equipment and software applications related to assignment.

English usage, spelling, grammar, and punctuation.

Ability to:

Performing a variety of skilled mechanical work.

Diagnosing and repairing mechanical problems.

Reading and interpreting manuals, schematics, plans and specifications.

Estimating material and equipment requirements.

Understanding and following written and oral instructions.

Use and operate tools and equipment related to assignment, including personal protective equipment.

Keep work related records and prepare reports using a computer.

Work effectively at remote locations without direct supervision.

Operate City vehicles observing legal and defensive driving practices.

Follow oral instruction; read, interpret, follow and explain written instructions, construction sketches and equipment manuals.

Use initiative and sound independent judgment within established guidelines.

Communicate clearly and concisely, both orally and in writing.

Work overtime and off-hours shifts in emergency situations.

In the absence of a supervisor, assume responsibilities as needed.

Establish and maintain effective working relationships with those contacted in the course of work.

Work with various cultural and ethnic groups in a tactful and effective manner.

Experience and Training

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Two years of responsible experience in the maintenance and repair of light, medium and heavy diesel and gasoline powered vehicles and equipment.

Training:

Equivalent to the completion of the twelfth grade supplemented by additional training in mechanical repair or a related field.

License or Certificate

Possession of a valid California Class B driver's license.

Certification as an Automotive Service Excellence (ASE) Certified Master Automotive Technician or a Certified Master Medium/Heavy Truck Technician is desirable.

PHYSICAL DEMANDS

On a continuous basis, frequent walk, stand, sit, downward flexion of and side-to-side turning of neck; lift tools weighing up to 25 lbs. and transport for distances up to 300 feet. Occasionally bend, stoop, squat, reaching above and at shoulder height, kneel, balance above ground, push/pull, twist at waist, lift objects up to 75 lbs. above shoulder level, transport objects weighing over 75 lbs. with assistance, and operate computer keyboard and handheld power tools .

WORKING ENVIRONMENT

Work is performed in a shop environment with fluorescent lighting and moderate noise level. Tasks may require working in tightly enclosed spaces. Some exposure to hazardous materials and substances may occur in the course of work.

4/03

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